

J. V. FLETCHER LIBRARY BOARD OF TRUSTEES MINUTES

MEETING DATE: September 13, 2004

PRESENT:

ABSENT:

☐ Whitehouse, Veronica, Chair

✓ Price, Robert, Treasurer

✓ Wrobel, Jack, Secretary

✓ Daniels, David

✓ Adams, Elizabeth

✓ Kelly, Sandra

✓ Rainville, Ellen Director

✓ Nolen, India Asst. Director

✓ Whitehouse, Veronica, Chair

☐ Price, Robert, Treasurer

☐ Wrobel, Jack, Secretary

☐ Daniels, David

☐ Adams, Elizabeth

☐ Kelly, Sandra

☐ Rainville, Ellen Director

☐ Nolen, India Asst. Director

I. CALL TO ORDER: 7:35 PM

II. SIGNING OF WARRANTS:

<i>Trust Fund</i>	<i>Expenditures</i>	<i>Deposits</i>
Library Trustee Acct., #672	\$83.00 for NELA Conference	
All Purpose Trust Fund, #673	\$77.04 Eaton Vance	
Library Book Fund, #674	\$61.74 Baker & Taylor	
Lecture Trust Fund, #675		
J. V. Fletcher Library Trust Acct., #676		
E.D.R. Cont. Educ. Trust Fund, #677		

III. MINUTES: None

A. Approved: ____

B. Amended: ____

C. Disapproved: ____

IV. APPROVAL OF TREASURER'S QUARTERLY REPORT:

None

V. REPORT OF THE DIRECTOR:

AMENDED 3/7/05

- a) The Director is investigating the best approach for the Library Photocopier contract in light of reduced usage (-3.5% public) and revenue. Currently, the Library has unlimited copies for administrative use but it is likely that this will change.
- b) There were 1920 registrants of all ages in the Summer Reading Program and thousands of attendees at the multiple programs.
- c) Resources supporting the Trustees' resolution regarding the USA Patriot Act have been gathered and are available for voters.

VI. REPORT OF COMMITTEES:

- a) Finance – The Director is accumulating stock certificates for Trustee-held shares in order for the Trustees to transfer them into the TD Waterhouse account.
- b) Policy - the Director received a complaint about tutoring in the Quiet Study Area disturbing other users. While some want complete silence, the last Library user survey wanted more of a comfortable, Barnes & Noble atmosphere. The consensus was that the Trustees wanted a diverse interpretation to “quiet”. The Director will investigate options such as installing glass walls in the mezzanine to create a completely quiet area.

VII. COMMUNICATIONS:

None

VIII. UNFINISHED BUSINESS:

- a) Capital - The intent is to complete the back door restoration this fall before the weather gets bad, especially the roofing if not also the concrete pad.
- b) Preparation for the Fall 2004 Special Town Meeting was discussed: 1) additional funding to meet the Municipal Appropriation Requirement and protect state certification and 2) the USA Patriot Act resolution.

IX. NEW BUSINESS:

- a) The FY2004 Annual Action Plan was reviewed for FY2005 revisions that are due to the Massachusetts Board of Library Commissioners in December.
- b) There was a consensus to combine the Library Systems Automation position with the Senior Library position in the Town Personnel By-law. This is already the case with the two positions' job descriptions. The Director will make that recommendation to the Personnel Advisory Committee prior to Fall 2005 Special Town Meeting.

X. ANNOUNCEMENTS:

R. Price reported on the Friends of the Library activities.

XI. ADJOURNMENT: Motion to adjourn was made by D. Daniel, seconded by L. Adams and unanimously approved at 8:55pm.